

DIRECTIVE

WORKFORCE INVESTMENT ACT

Number: WIAD06-6

Date: August 29, 2006
69:43:me:10281

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: APPLICATION-RAPID RESPONSE SPECIAL PROJECTS FUNDING
FOR PY 2006-07

EXECUTIVE SUMMARY:

Purpose:

This directive facilitates a localized, decentralized process for delivery of Rapid Response (RR) Special Project activities.

Scope:

This directive provides guidance for applying for State funding to meet the necessary and reasonable costs of delivering allowable RR Special Project activities in California's Local Workforce Investment Areas (LWIA) from October 1, 2006, through September 30, 2007. (If requested by a successful applicant, the twelve-month term of approved projects may start later than October 1, 2006, but not later than January 1, 2007.)

This directive does not relate to applications for Additional Assistance, which are described in Workforce Investment Act (WIA) Directive [WIAD05-8](#).

Effective Date:

This directive is effective upon release.

REFERENCES:

- WIA Sections 101(38), 133(a)(2) and 134(a)(2)(A)(i)
- Title 20 Code of Federal Regulations (CFR), Sections 665.320 and 667.262.

STATE-IMPOSED REQUIREMENTS:

Other than for federal citations and rules, this directive consists entirely of State-imposed requirements.

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FILING INSTRUCTIONS:

This directive supersedes WIA Directive WIAD05-1, dated July 15, 2005, and finalizes WIA Draft Directive WIADD-125, issued for comment on August 4, 2006. The Workforce Investment Division received eight (8) comments during the draft comment period. However, this directive incorporates changes that are viewed as highlighted text. The highlighted text will remain on the Internet for 30 days from the issuance date. Retain this directive until further notice.

BACKGROUND:

The WIA defines RR activities as a State responsibility. However, it permits states to designate another entity to carry out these responsibilities. Pursuant to this authorization, California uses a decentralized RR strategy under which it delegates its RR responsibilities and awards its RR funding to local entities throughout the State to defray their costs of providing the RR services that are needed to respond to all dislocation events within each LWIA. Among the funding so provided is Special Project funding for allowable activities defined in Title 20 CFR Sections 665.320 and 667.262. This directive and attachments provide the process whereby local entities can request Special Project funding for only these allowable activities.

POLICY:

In Program Year (PY) 2006–07, the State will award approximately \$3.8 million for RR Special Project applications that meet the criteria established and adopted by the California Workforce Investment Board (State Board) at the May 18, 2004, meeting. These RR Special Projects will address additional needs of the community, beyond the capacity of the RR formula allocated funds, that fall within the allowable activities described in Title 20 CFR Sections 665.320 and 667.262.

In PY 2006-07, to promote the State Priorities listed in Attachment 2, RR Special Project applications should demonstrate that projects will improve the connection of the Workforce Investment System with economic development (either private or public) and education (either private or public) to contribute to the economic vitality of individuals, businesses, and the community. Strong demonstration of such connection will enhance the likelihood that an application will qualify for funding.

Local WIA administrative entities and other organizations may submit RR Special Project applications. These must specify and justify RR funding that is expected to defray the costs of allowable RR activities described in Title 20 CFR Sections 665.320 and 667.262. The RR Special Project applications will be reviewed competitively to determine whether they will be funded and at what level. This process will use criteria for evaluation of proposals submitted for RR Special Project funding that were recommended at the May 18, 2004, meeting of the State Board by the State/Local Rapid Response Process Workgroup. These are shown in Attachment 2.

To ensure coordination and non-duplication of RR services, applicants other than LWIAs must demonstrate, in cover letters attached to their proposals, (1) that their RR Special Project applications have been prepared in coordination with the local Chief

Executive Officer(s) and Local Workforce Investment Board(s), (2) that their proposed RR activities are essential to address the unmet needs of special populations in their communities and (3) that the services they plan to provide will be coordinated, and will not duplicate or conflict, with other local RR services.

Only one RR Special Project grant will be awarded in respect to a local area. Each grant will not exceed \$225,000. The term of each grant will be no more than 12 months. Proposals that the State rates highly will be funded. The State will reserve as Additional Assistance any funds not awarded from this segment of RR funding.

PROCEDURES:

Procedures for preparing RR Special Project applications are detailed in the attached *Special Project Funding Application* and *Funding Considerations for PY 2006-07 Competitively Funded Rapid Response Special Projects*. Applications must be submitted on the forms provided with this directive. Applications that the State has approved for funding will become the approved project plans used for program monitoring and evaluation purposes. In the event the State awards less than the requested amount of RR funding, applicants will be required to submit revised funding requests and activity plans that reflect the amount of awarded funding and the activities that will be conducted. (If the applicant wishes to request an alternative starting date [not later than January 1, 2007] it must so indicate in a cover letter. Additionally, it must use the forms provided with this directive and the alternative starting/ending dates will be incorporated during the project negotiation process.)

ACTION:

An original plus one copy of all applications, along with an electronic copy on diskette or CD, must be received by 4 p.m. on September 15, 2006, by:

Rapid Response Funding Coordinator, MIC 50
Workforce Investment Division/Program Section
Employment Development Department
P.O. Box 826880
Sacramento, CA 94280-0001

They may also be hand-delivered to:

Rapid Response Funding Coordinator
Workforce Investment Division/Program Section
Employment Development Department
722 Capitol Mall, Room 5099
Sacramento, CA 95814

The purpose of the due date is to allow State staff to assess applications, prepare a consolidated funding recommendation, and announce awards by September 29, 2006. Therefore, applicants are encouraged to submit fully executed applications by the due date. However, faxed applications that have been fully approved at the local level but

lack official signatures will be accepted, provided fully executed applications are submitted promptly thereafter. Please fax applications to (916) 653-2467.

All funding decisions will be communicated to applicants in writing.

INQUIRIES:

If you have any questions, please contact your [Regional Advisor](#) at (916) 654-7799.

/S/ BOB HERMSMEIER
Chief
Workforce Investment Division

Attachments

1. [WIA PY 2006-07 California RR Special Project Funding Application](#) (DOC)
2. [Funding Considerations for PY 2006-07 Competitively Funded RR Special Projects](#) (PDF)